

Minutes of the meeting of the Maine Criminal Justice Academy Board of Trustees held at the Maine Criminal Justice Academy Board Room on April 7, 2006.

Board Members Attending

Mr. Brian MacMaster, Chair, Representing
Attorney General G. Steven Rowe
Sheriff Lloyd Herrick
Chief Jerry Hinton
Deputy Chief Amy Berry
Colonel Thomas Santaguida
Colonel Craig Poulin
Ms. Lois Reckitt
Ms. Roberta Tibbetts
Ms. Linda Smithers
Ms. Lisa Webster
Sergeant Travis Roy
Mr. Wesley Andrenyak, Secretary
Representing Commissioner Martin Magnusson
Mr. James Ferland
Commissioner Michael Cantara
Mr. Laurel Daigle
Mr. Richard Davis

Board Members Absent

Mr. Richard Harburger

Participants

Mr. John Rogers, Academy Director
Mr. Alan Hammond, Assistant Director
Mr. Jim Lyman, Training Coordinator
Ms. Sue Holmes, Training Coordinator
Mr. Jack Murphy, Training Coordinator
Lieutenant William Snedeker, Maine State Police Training
Mr. Brad Fogg, Maine Correctional Center
Captain Joel Wilkinson, Maine Warden Service

Item One on the Agenda: Call to Order

Chair MacMaster called the meeting to order at 10:06 A.M.

Colonel Santaguida introduced Joel Wilkinson as the new Captain for the Maine Warden Service.

Item Two on the Agenda: Roll Call

Chair MacMaster asked the Board Secretary to read the roll call.
He noted that a quorum was in attendance.

Item Three on the Agenda: Minutes of the Previous Meeting

Mr. Ferland moved and Deputy Chief Berry seconded.

**MOTION: To accept the minutes of March 3, 2005, Board of Trustees meeting as presented
and to be placed on file.**

Motion Carried.

Item Four on the Agenda: Certifications

A. Extensions for the Basic Corrections Training Program

Mr. Hammond presented requests for extension of the Basic Corrections Training Program for Correctional Officers Ronald Rhodes and Barbara Williams from the Kennebec County Jail.

Sheriff Herrick moved and Commissioner Cantara seconded.

MOTION: To approve the extension for the Basic Corrections Training Program for Officers Ronald Rhodes and Barbara Williams of the Kennebec County Jail.

Motion carried.

Mr. Hammond presented the request for extension of the Basic Corrections Training Program for 19 officers listed below:

Brian Donahue, Maine Correctional Center
Jerrod Coffin, Maine Correctional Center
James Temple, Maine Correctional Center
Charles Lacasse, Maine Correctional Center
Leroy Hart, Maine Correctional Center
Zamar Turner, Maine Correctional Center
Pamela Washington, Maine Correctional Center
Kevin Sukeforth, Maine Correctional Center
Matthew D'Auteuil, Maine Correctional Center
Gary Osgood, Maine Correctional Center
Brandon Traknis, Maine Correctional Center
Brian Espe, Maine Correctional Center
Brent Stroud, Maine Correctional Center
Brian Ahlquist, Maine Correctional Center
Kimberly Dames, Maine Correctional Center
Leslie Silcox, Maine Correctional Center
John Willard, Maine Correctional Center
Jason Turner, Maine Correctional Center
Linda Morrill, Maine Correctional Center

Personnel Director Bradley Fogg was present for this meeting and explained the need for the extensions.

Colonel Poulin moved and Sheriff Herrick seconded.

MOTION: To approve the Extensions for the Basic Corrections Training Program for the 19 officers from the Maine Correctional Center as listed above.

A discussion ensued.

Motion carried.

B. Executive Certification

Mr. Hammond presented a request for Executive Certification for Chief Randy L. Wing of the Clinton Police Department.

Mr. Andrenyak moved and Mr. Daigle seconded.

MOTION: To approve Executive Certification for Chief Randy Wing of the Clinton Police Department.

Motion carried.

C. Law Enforcement Intermediate Certification

Mr. Lyman presented a request for Law Enforcement Intermediate Certification for the following individuals:

Officer Joshua W. Ewing, Orono Police Department
Officer Kevin P. St. Peter, Caribou Police Department
Officer Nathan Reid, Farmington Police Department

Col. Poulin moved and Mr. Daigle seconded.

MOTION: To approve Law Enforcement Intermediate Certification for the above individuals.

Motion carried.

D. Crash Reconstruction Specialist Certification

Mr. Lyman presented a request for Crash Reconstruction Specialist Certification for the following individuals:

Officer James E. Farrenkopf, Westbrook Police Department
Officer Eugene T. Gallant, Windham Police Department
Deputy Andrew J. Hanna, Cumberland County Sheriffs Office
Trooper John L. Kyle II, Maine State Police
Officer Glen S. McGary, Portland Police Department
Trooper Lawrence M. Rose, Maine State Police
Officer David A. Savage, Madison Police Department
Trooper Jessica R. Shorey, Maine State Police
Deputy Aaron M. Turcotte, Franklin County Sheriffs Office
Deputy Thomas B. Welch, Knox County Sheriffs Office

Comm. Cantara moved and Chief Hinton seconded.

MOTION: To approve Crash Reconstruction Specialist Certification for the above individuals.

Motion carried.

E. Instructor Certification

Ms. Holmes presented requests for Instructor Certifications for the following individuals.

Officer Richard Cutliffe, Brunswick Police Department
Deputy Marc Marion, Cumberland County Sheriffs Office
Officer Ryan P. Martin, Cumberland Police Department

Chief Hinton moved and Sheriff Herrick seconded.

MOTION: To approve Instructor Certification for the above individuals.

Motion carried.

F. Course Certification

Mr. Lyman presented a request for approval of Course Certification for “Maine Crash Reconstruction In-Service Training”.

Sheriff Herrick moved and Mr. Andrenyak seconded.

MOTION: **To approve Course Certification for “Maine Crash Reconstruction In-Service Training” as presented.**

Motion carried.

Item Five on the Agenda: **Criminal Convictions and Waiver Requests**

None at this time.

Item Six on the Agenda: **Complaint Committee Report**

Nothing at this time.

Item Seven on the Agenda: **Committee Reports**

Policy Standards Review Committee

Chief Hinton presented the set of policy standards that were tabled from the last meeting

Chief Hinton moved and Comm. Cantara.

MOTION: **To Adopt the remaining minimum standards as presented with changes to the Citizen Complaint Policy and the Criminal Conduct by Law Enforcement Policy, which includes removing #4 and changing the original #5 to #4 and adding the wording “develop procedures” with these policies being adopted by September 1, 2006.**

A discussion ensued.

Motion carried.

Chair MacMaster thanked Chief Hinton and Ms. Smithers and stated that the Policy Standards Review Committee is now dissolved.

Dep. Chief Berry stated that the *Administrative Rules Committee* came out of hiatus to discuss a specification for retired law enforcement officers’ certification of firearms training and qualification to allow them to carry concealed weapons. The committee will continue to discuss this and present it at a future meeting.

A discussion ensued.

Item Eight on the Agenda: **Reports from the Board Chairman**

Chair MacMaster announced that there is now an office for the Board of Trustees to use when at the Academy. Board members will have the use of that office and the adjoining conference room for future committee meetings.

Chair MacMaster stated that work continues on the tactical team certification standards and that he and Director Rogers will be going to Vermont in May to observe the NESPAC tactical training.

Item Nine on the Agenda: **Reports from the Director**

1. General Items:

- We had a Blood Drive at the Academy 2 weeks ago. There were 35 pints of blood donated from the 10th BLETP, staff members and other in-service students.
- The Maine Warden Service now has their Training Sergeant located in the old Maine Chiefs office space, which has never been used. This should be very good for both the MWS and MCJA in regards joint training needs.

- We have put new by-pass language into the Student and Cadet Disciplinary Codes for sexual harassment and discriminations complaints and a few minor word changes. I need to thank Chief Berry for this suggestion.
- I implemented a new Parking Policy, effective 4/10/2006. This policy is designed to manage the parking, in that employees will park in the rear parking lot and students (other than BLETP Cadets), instructors and guests using the facility will use the front parking lot. Our long-term plan is to create a gravel parking lot at the lower end of the property just as one would turn onto Oak Grove Road.

2. Basis Law Enforcement Training Program (BLETP):

- The 10th BLETP started on 01/23/2006 with 64 Cadets. One Cadet left on Day 1 and another on Day 2 for personal reasons (during Orientation week). After 10 weeks the Academic Average is 88.17 and Professional Value average is 90.22 and the Mid-term PFT average was 81.1%.
- We instituted the “iron-man” award, which is given out to the Cadet who puts out the most effort during PT for the week. This award is extremely coveted and is given for heart and not the fastest or the strongest.
- Using adult learning principles, we gave an incentive to the class 1 month prior to the Mid-term PFT exam. It was if any Cadet passed each phase (sit-ups, push-ups and 1.5 mile run) at the 70 percentile in each category, then they could do PT on their own for the remainder of the program. 50 out of 62 Cadets met that challenge.
- Jeff Peterson from Channel 8 News came up and did piece on the “Recruitment of Women in Law Enforcement.” He again came up to film Part 2 of this series on April 6th on the shooting and he interviewed Sgt. Bill Keith, one of our lead instructors and 3 of the female Cadets. Part 3 will be on graduation day.
- The 11th BLETP has 100 names, including 47 John Doe slots at this time.
- We have interviewed 3 prospective Cadre for the next class on 4/4/2006 and 4 more candidates on 4/26/2006.

3. MCJA Budget Issues:

- None at this time.

Other Issues:

- Alan and the staff worked very hard on the Instructor’s manual. The new Student Disciplinary Code will be added and if there are any other comments, please let us know.
- Brain, Alan and I met with Lt. Col. John Dyer and Lt. Pat Fleming of the State Police to deal with how we are going to deal with HR 218 (Federal Right to Carry for Active and Retired LE Officers). The Rules subcommittee will be recommending a new Specification and I will be sending out a letter to all certified Firearms Instructors.
- JPMA is going to do 3 out of 5 mandated topics for 2006 for a \$50.00 fee. This fee will also include several other topics. The 3 online topics will be: Homelessness Awareness, Drugs that Impair and New Law Updates. Firearms and the Review of the Mandatory policies need to be done in house.
- We are looking into the possibility of working with the University of Maine at Fort Kent to do a 100-hour LEPS course via video conferencing around the State. We would still get our fee and UMFK would charge a little extra and the student would be given 3 college credits.

Item Ten on the Agenda: Old Business

The matter involved a consent agreement with Beatrice Ware was tabled from the last meeting so that Board members would have an opportunity to review of the wording of the consent agreement.

Mr. Ferland moved and Chief Hinton seconded.

MOTION: To move the motion from the previous meeting regarding the consent agreement with Beatrice Ware.

Motion carried.

MOTION: To Approve the consent agreement with Beatrice Ware.

Motion carried.

Item Eleven on the Agenda: New Business

Commissioner Cantara moved and Colonel Poulin seconded.

MOTION: To Approve the Student and Cadet Disciplinary Codes as presented.

A lengthy discussion ensued.

Ms. Smithers moved and Mr. Andrenyak seconded.

MOTION: To table the motion to the next meeting.

Motion carried.

Item Twelve on the Agenda: Adjournment

Sheriff Herrick moved and Mr. Ferland seconded.

MOTION: To adjourn the meeting of April 7, 2006.

Motion carried.

Chair MacMaster adjourned the meeting at 11:25. The next meeting is scheduled for May 5, 2006, at 10:00 A.M. at the Maine Criminal Justice Academy in Vassalboro.

WESLEY ANDRENYAK, Secretary